



# Los Angeles County QUALITY AND PRODUCTIVITY COMMISSION

## MINUTES OF THE MEETING OF December 12, 2022, at 10:00 a.m.

County of Los Angeles  
Quality and Productivity  
Commission

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### CALL TO ORDER

Nichelle Henderson, Chair, called the meeting of the Quality and Productivity Commission to order at 10:01 a.m.

### THE FOLLOWING COMMISSIONERS WERE PRESENT (TAKEN BY ROLL CALL):

Jacki Bacharach  
Maxwell Billieon  
Viggo Butler  
Teresa Dreyfuss  
Rodney Gibson  
Nancy Harris  
Nichelle Henderson  
J. Shawn Landres

Huasha Liu  
Edward McIntyre  
Yasmine-Imani McMorrin  
William B. Parent  
Jeffrey J. Penichet  
Dion Rambo  
Will Wright

### ABSENT

E. Scott Palmer

### PRODUCTIVITY MANAGERS' NETWORK (PMN)

Arman Depanian, Chair

### ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson made the following statement regarding AB 361. On December 6, 2022, the Board of Supervisors approved a motion to continue teleconference meetings under AB 361.

As such, the Commission will continue to meet via teleconferencing in compliance with AB 361 until such time as deemed otherwise by the Board. The Board will take action again in 30 days.

### EXECUTIVE OFFICE



BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

*"To enrich lives through  
effective and caring service"*

### **OPENING REMARKS**

Commissioner Henderson welcomed everyone to the December 12, 2022, meeting and noted the meeting is being recorded. She announced that members of the public could send their questions or comments to Jackie Guevarra during the meeting via email at [Jguevarra@bos.lacounty.gov](mailto:Jguevarra@bos.lacounty.gov) or via the chat feature. Please inform Jackie Guevarra via email or the chat feature which item(s) you have a comment on. Any information received will become part of the official meeting record.

Members of the public were also given the opportunity to send their comments and questions to Jackie Guevarra, by December 11, 2022, 4:00 p.m. No written comments were received.

She also announced that each Commissioner will have the opportunity to speak on any agenda item and vote on the items will be taken by roll call.

### **APPROVAL OF THE OCTOBER 24, 2022, MINUTES**

Commissioner Wright moved to approve the minutes of October 24, 2022, seconded by Commissioner Rambo. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Billieon, Butler, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo, and Wright  
No: None  
Abstain: Commissioner Bacharach

Commissioner Dreyfuss was not present at that time and did not vote on this item.

### **ELECTION OF COMMISSION OFFICERS FOR 2023 AND REPORT FROM THE 2022 NOMINATING AD HOC COMMITTEE (AGENDA #4)**

Commissioner Landres, Chair, Nominating ad hoc Committee introduced Commissioners Bacharach and Gibson as members of the ad hoc Committee, and provided the following report:

- The Executive Director contacted Commissioners for their interest in serving as Chair, First Vice Chair, and Second Vice Chair in 2023
- The ad hoc Committee recommends the following candidates:
  - Chair – Nichelle Henderson
  - First Vice Chair – William B. Parent
  - Second Vice Chair – Nancy Harris

Commissioner Landres opened the floor for discussion and additional nominations. No other nominations were received. Commissioners voted to approve the slate, rather than individual candidates. Commissioner Landres made a motion from to accept the slate of officers as presented by the Nominating ad hoc Committee. The motion was unanimously approved (taken by roll call).

Yes: Commissioners Bacharach, Butler, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo, and Wright

No: None  
Abstain: Commissioner Billieon

Commissioner Landres thanked Commissioners Dreyfuss and Palmer for all of their work as First and Second Vice Chairs, respectively, in 2022.

Commissioner Henderson also thanked Commissioners Dreyfuss and Palmer for all of their hard work and support. She also thanked the Commissioners for their vote of confidence.

Commissioner Dreyfuss was not present at that time and did not vote on this item.

**PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, AS OF FISCAL YEAR 2022-2023, 2<sup>ND</sup> QUARTER (AGENDA #5)**

Fund Balance Report

Commissioner McIntyre reported that there four departmental proposals and funding for the Procurement Modernization and Transformation Board Motion (June 14, 2022) before the Commission for consideration in the 2<sup>nd</sup> Quarter of Fiscal Year 2022-2023. As of September 30, 2022, the outstanding PIF fund balance is \$8,142,000. The four proposals being heard today total \$1,093,600. If all projects are approved today, the fund balance would be revised to \$7,048,400.

Presentation of PIF Proposals for Discussion and Action

**23.2 – Beaches and Harbors, for Floating Robotic Trash Skimmers, \$80,000 Grant**

Gary Jones, Chantal Alatorre, Amy Caves, Warren Ontiveros, Stefan Popescu, Maral Tashjian and Nicolette Taylor were in attendance to support the proposal. Gary Jones, Chantal Alatorre and Stefan Popescu presented and spoke on the project.

Commissioner Parent presented the project. The grant would be used to purchase two Floating Robotic Trash Skimmers and needed accessories to collect trash on the surface and in hard-to-reach areas of Marina del Rey Harbor. The Skimmer is a remote-controlled device that collects floating waste and oil in a water body.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$80,000 grant.

After discussion and questions, Commissioner Bacharach made a motion to approve a \$80,000 grant. The motion was seconded by Commissioner Landres. The motion was unanimously approved (taken by roll call):

Yes: Commissioners Bacharach, Billieon, Butler, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo, and Wright  
No: None  
Abstain: None

Commissioner Dreyfuss was not present at that time and did not vote on this item.

**23.7 – Board of Supervisors, Executive Office (Quality and Productivity Commission),  
for Procurement Modernization and Transformation Board Motion Consultant Funding**

Commissioner McIntyre, PIB Chair, reported that based on the recommendation of the Commission from the October 24, 2022 meeting, the PIB discussed and approved the following motion at the PIB meeting on November 14, 2022: Motion to approve PIF funding necessary to execute consultant service agreements with subject matter experts to complete a review and analysis of the County's procurement systems, process, and practices in response to the Procurement Modernization and Transformation Board motion. The motion was unanimously passed.

After discussion and questions, Commissioner Landres made a motion to authorize a commitment to fund and execute consultant service agreements with subject matter experts to complete a review and analysis of the County's procurement systems process and practices in response to the Procurement Modernization and Transformation Board Motion (June 14, 2022) pending confirmation as to the form of arrangement and amount of the contact amount to be funded. The Procurement ad hoc Committee should confirm the form of the agreement and amount at the first Commission meeting in January 23, 2023. The motion was seconded by Commissioner Bacharach. The motion was unanimously approved (taken by roll call):

Yes: Commissioners Bacharach, Billieon, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo, and Wright

No: None

Abstain: None

**23.3 – Board of Supervisors, Executive Office, for Climate Change and Extreme Heat:  
Impacts on LA County Operations and Service Planning Implications, \$150,000 Grant**

Celia Zavala, Hanna Cheru, Brenda Duran, Ali Frazzini, Rita Kampalath, Jeffrey Levinson and Irene Vidyanti were in attendance to support the proposal. Celia Zavala, Ali Frazzini and Rita Kampalath presented and spoke on the project.

Commissioner Penichet presented the project. The grant would be used to hire a consultant to analyze the impact of extreme heat conditions on County-provided services and clients. Identifying which services and clients are most affected by extreme heat, and how so, will help them County prepare for climate change.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$150,000 grant.

After discussion and questions, Commissioner Bacharach made a motion to approve a \$150,000 grant. The motion was seconded by Commissioner Landres. The motion was unanimously approved (taken by roll call):

Yes: Commissioners Bacharach, Billieon, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo, and Wright  
No: None  
Abstain: None

**CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #6)**

Commissioner Henderson reported the following:

- The next regular Commission meeting will be on January 23, 2023. The next PIB meeting will be on February 27, 2023. Four Productivity Investment Fund (PIF) applications were received and will be reviewed at this meeting
- Supervisor Hilda L. Solis, 1<sup>st</sup> District, was sworn in on Monday, December 5, 2022 to serve her next and final 4-year term
- Newly elected Supervisor Lindsey Horvath, 3<sup>rd</sup> District, was sworn in on Monday, December 5, 2022 to begin her first 4-year term. Supervisor Horvath replaces Supervisor Sheil Kuehl
- Newly elected Sheriff Robert Luna was sworn in on December 3, 2022
- Working on six Commissioner reappointments – Jeffrey J. Penichet, 1<sup>st</sup> District, Nancy Harris and Yasmine-Imani McMorrin, 2<sup>nd</sup> District, Rodney Gibson, Edward McIntyre and William R. Wright, CEO/QPC
- The Board voted to continue to meet via teleconference, however it is anticipated that Brown Act meetings will resume in-person meetings at some point in 2023
- The County hosted its 3<sup>rd</sup> Annual LA vs Hate United Against Hate Week with over 100 events (proclamation signings, community art projects, workshops, film screenings) and hundreds of digital posts, including from celebrities (Alanna Ubach, Brad Garrett, Chelsea Rendon, and Billy Porter). From the kickoff press event, down to the posters displayed in local businesses, LA vs Hate blanketed the County during a time when many were still reeling from the audio tapes leak from the City of Los Angeles. The Los Angeles Community College District was a partner in the United LA vs Hate week
- The Commission is still working with Labor on a replacement for former Commissioner Blaine Meek

**23.4 – Human Resources, Board Leadership Training Program, \$100,000 Grant**

Lisa Garrett, Marcia Mayeda, Kristin Sakoda, Rodney Collins, Leslie Foxvog, Chennae D. James and Pamela Missett were in attendance to support the proposal. Lisa Garrett, Marcia Mayeda, Kristin Sakoda and Rodney Collins presented and spoke on the project.

Commissioner Parent presented the project. The grant would be used to support a collaborative effort to develop a training program to educate, prepare, and motivate Los Angeles County Managers and employees to serve in leadership positions on boards,

commissions, or committees in their communities in an effort to promote increased diversity, equity, and inclusion.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$100,000 grant.

After discussion and questions, Commissioner Billieon made a motion to approve a \$100,000 grant. The motion was seconded by Commissioner Liu. The motion was unanimously approved (taken by roll call):

Yes: Commissioners Billieon, Butler, Dreyfuss, Gibson, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, Rambo and Wright

No: None

Abstain: None

Commissioners Bacharach and Harris left the meeting and did not vote on this item.

**23.5 – Public Defender, for Expedited Evaluations for Mental Health Diversion Pilot Project, \$763,600 Grant**

Ricardo D. Garcia, Erika Anzoategui, Suzanne Blossom, Kelly Buck, Marcus Huntley, Michael Iwanaga, Natasha Khamashta, Ruben Marquez, Thomas Moore, Cesar Sanchez and Jon Trochez were in attendance to support the proposal. Ricardo D. Garcia and Erika Anzoategui presented and spoke on the project.

Commissioner McIntyre presented the project on behalf of Commissioner Wright. The grant would be used to create a dedicated team comprised of forensic psychiatric fellows to expedite court-ordered mental health evaluations of incarcerated individuals eligible for diversion and treatment in the community.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$763,600 grant.

After discussion and questions, Commissioner Penichet made a motion to approve a \$763,600 grant. The motion was seconded by Commissioner Landres. The motion was unanimously approved (taken by roll call):

Yes: Commissioners Billieon, Butler, Dreyfuss, Gibson, Henderson, Landres, Liu, McIntyre, McMorrin, Parent, Penichet, and Rambo

No: None

Abstain: None

Commissioners Bacharach, Harris and Wright left the meeting and did not vote on this item.

**EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #8)**

Jackie Guevarra, Executive Director, reported on the following:

- AB 2449 – Once there is no longer a declaration of a state of emergency (or when AB 361 no longer applies), AB 2449, effective 1/1/23–1/1/26, allows for Commissions to meet without identifying each teleconference location in the notice and agenda of the meeting, and without making each teleconference location accessible to the public under certain circumstances for just cause (up to 2 times per year) or for emergency circumstances (no more than 3 consecutive months or 20% of meetings per year). Under the regular Brown Act, you would have to post the address of where you are meeting remotely. Under the new assembly bill you will not have to post any notices. You would still be able to attend 2 Brown Act meetings remotely. Ad hoc meetings will continue to be virtual since they are not subject to the Brown Act.
- Looking at whether the LA County Libraries Brown Act meeting spaces are exempt from the two meetings per year
- Conference Room 374 has been reserved for all in-person meetings in 2023. However, most Commission meetings conflict with the Employees Relations Commission (ERCOM) meeting dates. ERCOM needs the room beginning at 12:00 p.m. Possible solution is to start the Commission meetings at 9:00 a.m.
- Staff has been working on a combined Fall and Winter Quarterly Newsletter, which is due out by December 31, 2022
- The Productivity and Quality Awards (PQA) Board Presentation was held virtually on November 1, 2022 on the Top Ten and Chair Leadership Awards. The 2<sup>nd</sup> District introduced the PQA highlights video which was played during the Board meeting
- A draft of the 2023 committee assignments has been submitted to the Chair to review. The final listing will be sent out to all Commissioners
- The Leadership ad hoc Committee will meet on January 9, 2023 and the Department Visit ad hoc Committee will meet on January 10, 2023

#### **PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #7)**

Arman Depanian, Chair, reported the following:

- The PMN held its final virtual meeting of the year on Wednesday, November 2, 2022. Thirty five (35) managers attended, along with Commission staff. Jackie Guevarra provided a presentation on the Department Visit process to assist Managers as they prepare for their department visits in 2023. Sheila Williams, Senior Manager, Chief Executive Office (Budget, Operations and Management), also provided an overview on the County's budget process. This meeting was the last day to vote on the PMN Executive Committee officers and on whether the PMN will meet on a hybrid schedule in 2023. The PMN voted to have a hybrid schedule in 2023. The February, August, and December meetings will be held in-person and the meetings in May and November will be held virtually
- The PMN Holiday Reception was held on December 7, 2022 at the San Antonio Winery. This year's holiday reception was a combination of Productivity Managers and Commissioners. The results of the PMN election was announced at the reception. The PMN Executive Committee Officers for 2023 are:
  - Heidi Oliva (Fire), Chair
  - Keisha Belmaster (DHS-Harbor/UCLA), First Vice-Chair
  - Arman Depanian (DCFS), Second Vice-Chair

- Jennifer Coultas (Child Support), Training & Education Co-Chair
- Inna Sarac (Fire) and Patricia Soltero Sanchez (DHS-Rancho), PQA Co Chairs
- Stephanie Maxberry will continue to serve as Executive Advisor. Liz Mendez from Parks and Recreation resigned from her role as Executive Advisor
- Susan Linschoten (Auditor-Controller) will continue to Chair the PIB Advisory Committee and Arman Depanian will continue to Co-Chair
- The PMN Executive Committee will meet on January 15, 2023, to plan the first PMN General Meeting and Training scheduled for Wednesday, February 16, 2023
- This is Arman's last meeting as PMN Chair. He has been Chair for three years (2020-2022). He thanked Commissioners for their support throughout the year

### **DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA#9)**

Commissioner Henderson made the following report on behalf of Commissioner Palmer:

- The Department Visit report for the Sheriff's visit on October 27, 2022, was presented for discussion. The report was received and filed without objection
- There are 18 Department visits scheduled for 2023. Almost all departments have selected visit dates between January and July 2023
- The Department Visit ad hoc Committee will meet on January 10, 2023 to review the Department Visit summary form, questions, visit agenda/timeline and report format
- The Officers recommend the following options for ad hoc Committee consideration:
  - In-person (preferred) and no back-to-back virtual visits
  - Hybrid
  - Virtual

### **PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA#10)**

Commissioner Butler made the following report:

- The ad hoc Committee met on Thursday, December 1, 2022
- The CEO gave a presentation on the Implementing the Priority Strategies of the Equity in Contracting Project Team Board Motion (August 9, 2022)
- Michael Owh, Chief Deputy, Internal Services Department, provided an update on the eProcurement consultant RFP. ISD has gone through a full RFP process to hire a consultant for the eProcurement project. The recently completed the selection process and notified the Board of the winning Bid (Gartner, Inc). The ad hoc Committee recommends using the same consultant.
- Committee members Commissioners Butler, Gibson and Landres are working on the Statement of Work that will be presented to the consultant
- The Commission will also work with the Chief Executive Office, ISD, and the Executive Office Fiscal Group on an Memorandum of Understanding with ISD to ensure the consultant is responsive to the Board motion. The Ad hoc will meet with the consultant in January 2023
- Jackie Guevarra asked Commissioners if they had any conflict of interest with Gartner, Inc. None indicated a conflict of interest.

### **2022-2026 STRATEGIC PLAN UPDATE (AGENDA#11)**

Commissioner Henderson made the following report on behalf of Commissioner Harris:

- The Commissioners 5-year Strategic Plan was approved on December 6, 2021
- During the compilation of the Strategic Plan, there was discussion that the Plan should be a living document after it was approved. In keeping with this objective, **we** the Chair is providing a progress report on the Strategic Plan
- A progress report will be provided annually to ensure the Commission is meeting the goals and objectives of the Plan

**LOS ANGELES COUNTY ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020, NO. 20) – PROSPERLA.LACOUNTY.GOV (AGENDA#12)**

Commissioner Henderson made the following report:

- The next biannual report as of December 31, 2022 will include ideas from the June 30 2022 report

**COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) UPDATE (AGENDA#13)**

Commissioner Billieon made the following report:

- The CCJCC met on September 14, 2022 via Microsoft Teams
- Public Safety Realignment Team gave an update on public safety realignment (AB109) planning and implementation and to advise the Board on AB 109-related matters. Per statute, it is chaired by the Chief Probation Officer and is comprised of multiple agencies and stakeholders
- Overview of justice-related legislation in the 2022 legislative session and focus areas for the coming year

Commissioner McIntyre will provide an update from the November 9, 2022, at the next Commission meeting.

**COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#14) – FOR DISCUSSION ONLY (AGENDA#14)**

Commissioner Rambo stated that Rambo House is hosting a Minority Businesses contracting event, it usually held every month. There will be 100 **minority** businesses. Mayor Karen Bass will be in attendance and speakers include Maxine Waters. The event will be held at the Westin Hotel at 10:00 a.m. It is a free event. All doors open at 9:00 a.m. and all Commissioners are invited to attend.

Commissioner Billieon thanked Commissioner Henderson for all of the work she has done with Los Angeles Community College District (LACCD). LACCD produced a virtual business platform called “**Capitalize** the Business of Doing Business.” It is a virtual Master Class event, which feature various celebrities and sports figures. All Commissioners are invited to attend the event

Commissioner Butler indicated that the Commission previously discussed and voted on the Commission’s budget. He asked that a budget report be shared with the Commission. Jackie Guevarra gave a brief explanation of the budget process , but will draft a budget

document that **can** be shared with the Commission. The Commission's budget comes from the PIF. The majority of expenditures are focused on the Leadership Conference and the PQA.

**COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #15) – FOR DISCUSSION ONLY**

None

**MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #16) – FOR DISCUSSION ONLY**

None

**PUBLIC COMMENT (AGENDA #17)**

None

**ADJOURNMENT**

Commissioner Gibson moved to adjourn the meeting, seconded by Commissioner Butler. The meeting adjourned at 1:09 p.m. The next full Commission meeting will be on Monday, January 23, 2023.